Survivor’s Handbook
for Sexual Assault, Domestic Violence, Dating Violence, & Stalking

Indiana University of Pennsylvania
The Haven Project
Counseling Center
724-357-3947 or 724-357-2621
http://www.iup.edu/haven

September 2017

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This booklet was developed to inform you of your rights and options. However, we at The Haven Project and The Center for Victims, understand it can be overwhelming to sort through all this information.

**We are here to help. Just call us.**

You can reach **Center for Victims** 24/7 by calling 412-482-3240.

The Haven Project can be reached during business hours at 724-357-3947 or The Haven Project at the Counseling Center 724-357-2621.

Questions about IUP’s Title IX policy and protocol can be directed to:

- IUP’s Title IX Coordinator,
- Susan Snell Delaney Hall, B17
- 920 Grant Street
- Indiana, PA 15705
- Phone: 724-357-3402
- title-ix@iup.edu

The U.S. Department of Education, Office for Civil Rights (OCR) oversees Title IX compliance. Questions or complaints about IUP may be addressed to OCR at [http://www2.ed.gov/about/offices/list/ocr/](http://www2.ed.gov/about/offices/list/ocr/)
The Federal Campus Assault Victim’s Bill of Rights

- Survivors shall be notified of their options to notify law enforcement.
  Contact University Police at 724-357-2141
- Accuser and accused must have the same opportunity to have others present.
- Both parties shall be informed of the outcome of any disciplinary proceeding.
  Contact Office of Student Conduct at 724-357-1264
- Survivors shall be notified of counseling services.
  Contact the Counseling Center at 724-357-2621
- Survivors shall be notified of options for changing academic, living situations, police escort, and work accommodations:
  Academic Accommodations: Options include total University withdrawal, discrete course withdrawal, or change of course section. To discuss options, contact the Dean’s Associate/Associate Dean for your college.
  On-Campus Living: Contact Sondra Dennison, the Executive Director of Housing and Residential Living and Dining, at 724 357-2696.
  Police Escort: Contact University Police at 724-357-2141.
  Work Accommodations: Contact your supervisor. IUP employees can also contact the Title IX Coordinator at 724-357-3402 and/or the AVP for Human Resources at 724-357-2431.

Call the Haven Project at 724-357-3947 for confidential assistance in seeking support, requesting these accommodations, or reporting the assault.

What is this handbook about?
This handbook is designed for students or employees who have experienced sexual assault, domestic violence, dating violence, or stalking. Sexual assault, domestic violence, dating violence, and stalking are crimes and can be reported to the police. Call the University Police at 724-357-2141 or 911 for assistance.

If you just experienced some form of sexual violence, you may feel many things. Confusion, fear, and anxiety are common. Know that you don’t need to take this journey alone. IUP’s The Haven Project and its community partner, Center for Victims, can help you. We will respect your privacy, provide you with information, and help you find resources. We will do our best to help you be safe and to heal. Just call us.

Center for Victims 24/7 hotline…………………412-482-3240
IUP’s Haven Project………………………….724-357-3947

This handbook contains information about resources in Allegheny County.

If you are a student on one of IUP’s other campuses, please request the handbook for that campus or visit www.iup.edu/haven.

The Campus Sexual Assault Victim’s Bill of Rights requires that all colleges and universities (both public and private) participating in federal student aid programs provide sexual assault victims with certain basic rights. Complaints about schools that have failed to comply with this law should be made to the U.S. Department of Education. The “Campus Sexual Assault Victim’s Bill of Rights” exists as a part of the campus security reporting requirements, commonly known as the Jeanne Clery Act.
Community Sexual Violence Services:
Center for Victims* 412-482-3240
Women’s Center and Shelter of Greater Pittsburgh* (24 hours) 412-687-8005
Pittsburgh Action Against Rape** 412-431-5665
PAAR (24 hours) 1-866-363-7273

IUP Campus Sexual Violence Services:
The Haven Project* 724-357-3947
Counseling Center** 724-357-2621

Other IUP Campus Resources:
Mr. Richard Muth, Director 724-294-3309
University Police 724-357-2141
Student Conduct 724-357-1264
Title IX Coordinator 724-357-3402
Housing, Residential Living & Dining 724-357-2696

*Anonymous Resource
These individuals do not report any identifying information. However, they are required to report date, time, location, and nature of incident.

** Confidential Resource
These individuals are not required to report ANY information.

Community Resources:
Magee Women’s Hospital Neighbor Center 412-641-6722
Local Police 911
PA State Police 911
Forbes Regional Hospital 412-858-2321
(Emergency Department)
Allegheny County District Attorney 412-350-4401
PA SAVIN 1-866-972-7284
(Statewide Automated Victim Information & Notification)

Please share with friends and family of those affected by sexual assault, domestic violence, dating violence, or stalking:

Family and friends who care about you often want to assist you after experiencing sexual violence. You may wish to share this information with them to help them during this process.

There are ways to communicate with someone in your life who has experienced sexual violence that can be healing for her/him and for you.

BELIEVE:
Someone affected by sexual violence needs to know that her/his friends and family believe her/him.

LISTEN:
Some survivors will want to talk about their experiences and some will not. Be sure to keep the survivor’s information confidential unless given permission to share.

VALIDATE FEELINGS:
Acknowledge the survivor’s sadness, anger, fear, or confusion. Let her/him know that these feelings are normal.

SUPPORT THE HEALING PROCESS:
Healing takes time. Assure the survivor that this experience will cause some disruption in her/his life, but she/he can heal. Do talk about other aspects of their life; help them realize that they are not only a survivor, but also an important part of your life.

Encourage the survivor to seek help at IUP’s Counseling Center or The Center for Victims.

FIND SUPPORT FOR YOURSELF:
Talk to someone about your feelings. Remember, you’re an important person in the survivor’s life. Call The Haven Project or IUP’s Counseling Center for support for you.

(from “Helping a Friend or Family Member who is Being Abused,” Empowering Youth to End Domestic Violence, www.breakthecycle.org)
Survivors of sexual assault, domestic violence, dating violence, or stalking may have questions about how their information will be safeguarded. Survivors are not required to report sexual assault, domestic violence, dating violence, or stalking to police or IUP. You can receive University services regardless of whether you report sexual violence. Because the University wants to prevent future sexual violence, you are encouraged to report.

IUP recognizes and honors privilege granted by applicable statutes. IUP licensed psychologists, mental health counselors, and graduate students in the Counseling Center, licensed psychologists and graduate students in the Center for Applied Psychology, and physicians and nurse practitioners working in the Health Service, are not required to disclose any information concerning a survivor of sexual violence, including sexual assault, dating violence, domestic violence, and stalking to the IUP Title IX Coordinator without a survivor’s consent. This privilege does not apply when the survivor is a minor (17 years of age or younger).

IUP individuals, including Haven Project non-student staff, who support survivors of sexual violence may provide confidential services, at the request of the survivor. Although a legally recognized privilege may not attach to these roles, the University respects the survivor’s expectations of privacy to the extent permissible by law while still ensuring compliance with other reporting obligations. Individuals authorized to have confidentiality are required to report the nature, date, time, and general location of an allegation of sexual violence to the Title IX Coordinator. Confidentiality does not apply when the survivor is a minor. Unless the survivor consents to the release of his/her name, recognized individuals providing confidential services will not release the survivor’s personally identifiable information to the Title IX Coordinator. A complete list of individuals appointed with confidentiality can be found on the Title IX website at www.iup.edu/socialequity/policies/title-ix. If you would like more information contact the Title IX Coordinator at 724-357-3402.

### Confidentiality

### Your Options for Service

#### Community: Center for Victims or PAAR

**CRISIS INTERVENTION**
They offer crisis intervention through a confidential 24 hour hotline. They are available to answer your questions, address safety issues, offer shelter, and provide information and referrals to other campus and community agencies.

**ASSISTANCE WITH CRIMINAL JUSTICE SYSTEM**
They provide education about the criminal justice system. They are available to accompany survivors who choose to file criminal charges. They provide assistance to students in obtaining civil orders (that may help to protect you from future violence) and preparing a Victim Impact Statement.

**ACCOMPANY SURVIVOR TO MEDICAL APPOINTMENTS**
They can accompany survivors to local medical facilities.

Call 412-482-3240 to access Center for Victims at anytime!

#### IUP: The Haven Project

**ASSISTANCE WITH STUDENT CONDUCT PROCESS**
The Haven Project psychologist provides education about the student conduct process. They can provide assistance in filing student conduct charges and/or accompanying survivors to student conduct proceedings.

**ASSISTANCE WITH SAFETY & WELL-BEING**
The Haven Project can assist with new university housing assignments, rearranging class schedules, obtaining coursework extensions, obtaining withdrawals from courses, and safety planning.

**OFFERS CONFIDENTIAL COUNSELING**
Individual and group counseling are provided at IUP’s Counseling Center.

Call The Haven Project at 724-357-3947
Advocacy Services

An advocate will provide you with information about resources and your options for reporting the crime, seeking medical care, counseling, or other services. To request an advocate, call the Center for Victims.

My Advocate is:
________________________________________________

My Detective’s Name is:
________________________________________________

My Police Report Event Number is:
________________________________________________

The Date of My Initial Report is:
________________________________________________

For additional support and assistance, please contact the 24 hour hotline at the Center for Victims.

412-482-3240

ALL SERVICES PROVIDED BY CENTER FOR VICTIMS ARE FREE AND CONFIDENTIAL.

Victims of Crime Compensation Information

You may be eligible to receive financial help from Victims Crime Assistance Program for expenses related to the crime. Medical and counseling services, loss of earnings, crime scene clean up, stolen cash, and relocation costs are examples of types of expenses that can be reimbursed. Contact The Center for Victims for more information.

SAVIN

PA SAVIN is Pennsylvania’s automated victim notification system. As a victim of a crime, this service provides free, confidential notification regarding an offender’s release, transfer, or escape. PA SAVIN service includes offenders under the supervision of county jails, state prisons, and state parole. To register, call 1-866-9PA-SAVIN or 1-866-972-7284. The survivors, or others who may be impacted by the prisoner’s release, may register.
Protective Civil Orders

You can request a court order to require the offender to stay away from you. If you are a victim of sexual violence, rape, sexual assault, dating violence, domestic violence, stalking, harassment or intimidation, you can contact The Center for Victims to discuss what court order may be available to you.

You do not need to file a criminal or University report to seek any of these court orders.

RELIEF PROVIDED:
The court may order any appropriate relief needed to end the abuse. Here are some examples:
- The abuser is not to abuse the victim.
- The abuser is to refrain from contacting, harassing, stalking and/or entering the victim’s residence, place of employment, school, or business.

THINGS TO CONSIDER

Seeking Medical Attention

If you have been abused or assaulted, you may need medical care. To get medical help, immediately go to the nearest emergency department. If you were sexually assaulted, you should receive information about pregnancy and/or disease prevention. You can also have evidence collected at an emergency department. Evidence collection should occur as soon as possible.

To preserve evidence:
- DO NOT shower, bathe, wash any part of your body, or douche.
- DO NOT use the bathroom.
- DO NOT change clothes.
- DO NOT brush your teeth or gargle.
- DO NOT comb your hair.

If you are a student and do not wish to have evidence collection completed, you can seek non-emergent medical care at IUP’s Health Service.

Seeking Emotional Support

IUP’s Counseling Center is part of The Haven Project. Confidential services are available. Call 724-357-2621. Survivors of sexual violence often find counseling an important part of their healing. Whether the sexual violence was recent or a long time ago, you can receive help. If you wish to receive counseling at an off-campus site, contact Center for Victims. The Haven Project can also provide you with other off-campus options.
You have the right to report sexual assault, relationship violence, and stalking. There are multiple ways to file a report.

- University Police, 724-357-2141
- Title IX Coordinator, 724-357-3402, title-ix@iup.edu
- Office of Student Conduct, 724-357-1264
- Office of Human Resources, 724-357-2431

Unsure of who to contact? Contact a Campus Security Authority (CSA). In general, CSA’s are individuals or organizations of an institution of higher education that, by virtue of their job or position function, are required to report crimes that have been brought to their attention. For more information about CSA’s and a complete list of individuals and organizations identified as such, please visit: www.iup.edu/police/about/security

Examples of CSA Contacts

<table>
<thead>
<tr>
<th>Name</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr. Kevin Thelen, Director of Public Safety and University Police</td>
<td>724-357-2141</td>
</tr>
<tr>
<td>Ms. Elise Glenn, Title IX Coordinator</td>
<td>724-357-3402</td>
</tr>
<tr>
<td>Mr. Craig Bickley, AVP for Human Resources</td>
<td>724-357-2431</td>
</tr>
<tr>
<td>Mr. Richard Muth, Director of Northpointe, Punxsutawney, and Pittsburgh East Campuses</td>
<td>724-294-3309</td>
</tr>
</tbody>
</table>

To file a criminal complaint, contact University Police at 724-357-2141 or call 911.

If you need to leave suddenly, be prepared:

- If you live with or near the abuser, have a bag ready with these important items in case you need to leave quickly: driver’s license, cell phone and charger, spare money, keys, change of clothes, medications, list of credit cards including joint accounts or the credit cards themselves, bank account information, birth certificate, social security card, immigration papers (copies if originals not available) and special photos or possessions.
- If you have children, pack anything they may need including original or copies of birth certificates and important papers.
- Store as much as possible at a trusted friend’s or neighbor’s house. Try to avoid using someone your abuser may know, like next-door neighbors, close family members, and mutual friends.
- Take with you important phone numbers of friends, relatives, doctors, schools, etc.
- Hide an extra set of car keys.
- If you have decided to leave an abusive relationship, leave when the abuser is not with you. Have a safe place to go.
- Consider seeking shelter at The Center for Victims.

For help in safety planning, contact the IUP Counseling Center 724-357-2621 or the Center for Victims 412-482-3240
Everyone deserves a relationship that is healthy, safe, and supportive. If you are in a relationship that is hurting you, it is important for you to know that the abuse is not your fault. It is also important for you to start thinking of ways to keep yourself safe from the abuse, whether you decide to end the relationship.

These guidelines should not replace safety planning with an advocate. Create a written safety plan considering the following:

- **Safety on campus**: Identify the safest way to get to class. Identify the places on campus where you run into your abuser, and how to avoid them. Identify ways to stay safe if you can’t avoid the area. Identify where you can go on campus to feel safe (dining hall, library, etc.). Contact University Police to discuss escort options, 724-357-2141.

- **Safety online and with cell phones**: Set online profiles to be as private as they can be. Save and keep track of any abusive, threatening, or harassing comments, posts, or texts. Do not answer calls from unknown, blocked, or private numbers. Consider purchasing a Trac phone.

If you report to police or contact a Campus Security Authority, the University has an obligation to investigate.

University employees, including student workers (such as CA’s in residential buildings) are required to report sexual violence to the University. They are required to make a report to the Title IX Coordinator, University Police, or through a Campus Security Authority.

If the survivor does not want to proceed with a student conduct complaint or police report, the Title IX Coordinator will still investigate to determine what occurred and take appropriate steps to resolve the situation, mindful of the University’s obligation to provide a safe and nondiscriminatory environment for all students.

You may choose to file a criminal complaint with police and also report to the University. Or, you may choose to only report to the University. You can report to the University without filing a criminal complaint.

**Retaliation**

Retaliation against individuals who report sexual harassment and/or sexual violence and/or who participate in University conduct hearings will not be tolerated and will be addressed through the appropriate University process (University Police, Student Conduct, and/or Human Resources). Retaliation includes, but is not limited to: intimidation; threats; coercion; and/or discrimination perpetrated directly, indirectly, and/or through third parties, which involves any type of media, social media, etc.

**Reporting to police or university officials may seem intimidating.** You can request assistance from The Haven Project. 724-357-3947
IUP’s Title IX Coordinator has responsibility for overseeing the implementation of the University’s Sexual Misconduct Policy, as well as compliance with Pennsylvania State System of Higher Education, the Commonwealth, and federal laws and regulations addressing sexual violence—including sexual assault, domestic violence, dating violence, and stalking.

When incidents of sexual harassment and/or sexual violence, including sexual assault, domestic violence, dating violence, and stalking occur and are reported to University Police, Campus Security Authorities (CSAs), or the Title IX Coordinator, IUP takes immediate and effective steps to end sexual harassment and sexual violence.

You have the option to not report the crime of sexual violence. You are eligible for University support services whether or not you choose to report. By reporting the crime the University is able to take immediate and effective steps to end sexual harassment and sexual violence.

Counselors, clergy, and some medical staff are considered to have privilege and are not required to report to the Title IX Coordinator. Sexual violence advocates at services like Center for Victims can also keep your information confidential. The Haven Project non-student staff can also keep your identity private and will not share your name without your permission.

IUP students speak out to support survivors during RAINN Day.

Survivors can request accommodations if their safety or well-being is at risk.

Call the Haven Project at 724-357-3947 for confidential assistance in making changes (even if you do not report the crime).

Examples of accommodations include changing academic schedules or on-campus housing assignments and adjusting work assignments.

Academic Accommodations: Options include total University withdrawal, discrete course withdrawal, or change of course section. To discuss options contact the Dean’s Associate/Associate Dean for your college.

On-Campus Living: Contact Sondra Dennison, the Executive Director of Housing and Residential Living and Dining, at 724-357-2696.

Police Escort: Contact University Police at 724-357-2141.

Work Accommodations: Contact your supervisor. IUP employees can also contact the Title IX Coordinator at 724-357-3402 and/or the Associate Vice President for Human Resources at 724-357-2431.

The road to healing may be a tough one, but you certainly don’t have to travel it alone.